



**University Senate
Faculty and Personnel Affairs Committee**

TABER Survey

The University Senate Faculty and Personnel Affairs Committee is conducting an informal survey of faculty experience with the TABER process by which faculty are reimbursed for professional expenses they incur related to their research and scholarly work (e.g. travel, meals, books, computer software).

To assist us in this effort please answer the following questions and return the completed form to the member of your department or unit who distributed the survey to you.

1. In the last two years how often have you submitted a reimbursement request using the TABER process?

- _____ not at all
- _____ once or twice
- _____ 3 to 5 times
- _____ more than 5 times

2. Using the scale below how *satisfied* are you overall with the TABER process (circle your answer)?

- | | | | | | | |
|-----------------------|----------|----------|----------|----------|----------|-------------------|
| 1 | 2 | 3 | 4 | 5 | 6 | 7 |
| Not very
satisfied | | | | | | Very
satisfied |

3. If you have had unsatisfactory experience(s) with the TABER process *within the last two years*, please select all that apply:

- _____ amount and nature of required documentation
- _____ dissatisfaction with paying for expenses up front
- _____ length of time before reimbursement is received
- _____ length of time before being notified that there was a problem with your submission
- _____ inappropriate intrusion into your academic judgment
- _____ lack of clear instructions
- _____ unsure of where to go for help or answers to questions
- _____ other (please explain on page 2)

Additional comments:

4. As time permits, may we contact you for additional details about any adverse experiences? Please provide your name and an e-mail address.

Name: _____

E-mail: _____

Thank you!